



CITY OF BURLINGTON
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AGENDA
HOUSING AUTHORITY OF THE CITY OF BURLINGTON, WISCONSIN
REGULAR MEETING March 14, 2018 AT 6:00 P.M.

RIVERVIEW MANOR, 580 MADISON STREET, BURLINGTON, WISCONSIN

Pat Lapp, Chairman

Ralph Heck, Vice-Chairman

John Smith, Secretary

Kathy Merten, Commissioner

Michelle Petersen, Commissioner

- **Call to Order-Roll Call**
- **Approval of minutes from previous meeting**
- **Financial Reports**
 - Project Reserve Account – signature card updates needed in April. Remove Chuck/Add?
 - Escrow Account
 - Review monthly payments and bank statements.
- **Occupancy Report by Manager**
 - Current waiting list - 2 bedroom - 6, 1 bedroom - 44
 - Vacancies/move-ins/move-outs
 - **230** Shirley and Anita Poe, **125** Connie Keckhaver moving in by April 1
 - Unit **126** – gave notice April 30th – unit is rented for May 5
 - Unit **129** still needs flooring and drywall repairs but not currently leased
- **Building and Maintenance**
 - Tyco – Change cameras – bid received -further review of bid
 - Community Room A/C – Unable to obtain any further bids thus far
 - Digitizing the office files – request to purchase scanning machine
 - Review bid for leasing machine from Martin group
 - AED for the building – table until April
- **Communications**
- **New Business**
- **8. Other Business**
 - Resident Comments and Concerns – Painting common areas to brighten spaces – make it less institutional.
- **Other matters as authorized by Law (as of meeting time)**
- **Adjournment**

NOTE: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-763-7996 at least 24 hours prior to the meeting.